

BAY AREA PROJECT WORK PLAN

Project Plan Amended Date: April 22, 2003

Team: Housing Development

Project Leader: Kris McCann

ASSUMPTIONS: Closure of Agnews Developmental Center by June, 2005

#	Task Name	Start Date	Due Date	Who's in Charge	Specifications
1	Increase the knowledge of each team member in the following areas: <ul style="list-style-type: none"> • Review of future options report & identify the pros & cons of housing options • Complete a tour of Agnews to increase awareness of people served • Tour of LSA homes 	Immediate	June 30, 03	Kris w/workgroup Patricia Flannery Lisa Merlin	
2	Identify & obtain consultant services to identify what has been done in the past and options for future planning via: <ul style="list-style-type: none"> • George Braddock – Creative Housing Options • Dr Michael Strouse – CEO of Family Health Model • PATH conference 	April 22, 03	July 1, 03	Lisa Merlin Ed Carroway	
3	Utilize and monitor data received from the futures planning team in determining services/housing options to meet people's needs.		Ongoing	Kathy & Clare	

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4	Each Housing Coalition to provide an overview of services offered, available options and projects currently in process. <ul style="list-style-type: none"> • Presentation of possible housing options • Review of Case studies 	April 22, 03	May 31, 03	Jamie Blackson-Baker Lisa Merlin	
5	Conduct "Focus Groups" to obtain additional knowledge & expertise amongst stakeholders to include: <ul style="list-style-type: none"> • Brainstorming with a clean slate regarding available housing options • Identify options currently available • Obtain ideas & feedback on preferred options/choices desired • Meet with community – parents, staff, consumers to identify what is working and what isn't working • Seminar on available services to families, consumers & Agnews staff 	June 1, 03	June 30, 03	Barry Benda Patricia Flannery	

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6	Obtain input & involvement from local, interested developers <ul style="list-style-type: none"> • Create a fact sheet on the Housing Development Workgroup as an informational/resource to public & private agencies to increase interest, gain support and assistance. 	June 1, 03	July 15, 03	Kris McCann Patricia Flannery	
7	Create a template for a geography report that will assist in identifying costs based upon geographic regions <ul style="list-style-type: none"> • Communicate with each of the housing coalitions for this information 	June 1, 03	July 15, 03	Workgroup	
8	Identify & review issues surrounding regulatory agencies as they relate to housing options. <ul style="list-style-type: none"> • Work to decrease existing regulations • Evaluate Adult Family Homes 	June 1, 03	July 31, 03	Workgroup	
9	Identify technical resources <ul style="list-style-type: none"> • Community Economics consultant • Chris Block • Financing research - Matt Steinle 	Ongoing	July 31, 03	Workgroup	

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10	Obtain additional information to assist in various stages of the plan development such as: <ul style="list-style-type: none"> • Financing research • Maintain a list of current and future property development in all areas • Maintain a list of planned/upcoming conferences & resources 	June 1, 03	Ongoing	Workgroup	
11	Identify available Housing Options for inclusion in final draft report: <ul style="list-style-type: none"> • Identify various options to include the pros & cons of each • Identify the geographic specifications and the cost per area • Create a template for a variety of housing options • Correlate housing options to specific client data 		Aug 31, 03	Workgroup	
12	Identify available financing options for inclusion in final draft report: <ul style="list-style-type: none"> • Identify various cost/per housing option • Identify typical costs per option 		Aug 31, 03	Workgroup	

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13	Develop draft plan due to Community Development Team Chair by 09/18/03		Sept 18, 03	Kris/Patricia	